

**CORRES CONTROL  
OUTGOING LTR NO**

**OE ORDER #**

19 RF 03529



DIST	LTR	ENC
ACON, R.F.		
ENSUSSEN, S.J.		
ORMOLINI, A.M.		
RAILSFORD, M.D.		
RYNER, C.J.		
URDGE, L.		
ARD, R.G.		
OSGROVE, M.M.		
RAWFORD, A.C.		
JEONG, V.J.		
ERRERA, D.W.		
ULTON, J.C.		
WARDING, W.A.		
MARTINEZ, L.A.		
ARKER, A.		
OLSTON, S.		
HELTON, D.C.		
UOR, N.R.		

September 7, 1999

99-RF-03529

Joseph A. Legare  
Assistant Manager  
For Environment & Infrastructure  
U S Department of Energy, RFFO

**ANNUAL UPDATE OF THE ADMINISTRATIVE RECORD - LMB-006-99**

The Kaiser-Hill Team is required to create and maintain separate administrative record files for each project initiated in fiscal year 1999 and to deliver the administrative record files to the public repositories. All work associated with the administrative record for FY99 was completed on August 27, 1999. The attached form verifies that each of the public repositories has received the annual update to the administrative record. This effort satisfies a milestone contained in work authorization document, WBS Code 1 1 08 04 01 06, activity number C4NH160637.

Please contact me at extension 6130 if you have any questions concerning this matter.

*Laura Mikolowsky Brooks*

Laura Mikolowsky Brooks  
Environmental Systems & Stewardship  
Kaiser-Hill Company, L L C

COR CONTROL	X	X
ADMIN RECORD		
TRAFFIC		
PATS/T130G		

LMB wsi

CLASSIFICATION	
UCNI	
UNCLASSIFIED	
CONFIDENTIAL	
SECRET	

Attachment  
As Stated

**AUTHORIZED CLASSIFIER**  
SIGNATURE  
Exempt from Class  
Per CEX-266-95  
Date  
**IN REPLY TO RFP CC**  
NO

cc  
Sean Bell - DOE, RFFO  
Norma Casteneda - DOE, RFFO  
Hank Dalton - DOE, RFFO  
Gail Hill - DOE, RFFO

**ACTION ITEM STATUS**

- ☐ PARTIAL/OPEN  
☐ CLOSED

**LTR APPROVALS**

**ORIG & TYPIST INITIALS**

Revision 10/98

Kaiser Hill Company, L L C

ourier Address Rocky Flats Environmental Technology Site, State Hwy 93 and Cactus, Rocky Flats, CO 80007 • 303 966 7000  
Ailing Address P O Box 464, Golden, Colorado 80402 0464



**ADMIN RECCRD**  
SW-SW-A-003368